



CANNON BUILDING
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STATE OF DELAWARE
DEPARTMENT OF STATE
DIVISION OF PROFESSIONAL REGULATION

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| PUBLIC MEETING MINUTES: | BOARD OF LANDSCAPE ARCHITECTURE |
| MEETING DATE AND TIME: | Thursday, May 12, 2011 at 9:00 a.m. |
| PLACE: | Conference Room B, Cannon Bldg, 861 Silver Lake Blvd Dover, DE 19904 |
| MINUTES APPROVED | 08/18/2011 |

MEMBERS PRESENT

Chad Nelson, Professional Member, President
William Bullock, Public Member
Rachel Dunning, Public Member
Matthew Spong, Professional Member
Eric Wahl, Professional Member

DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT

Danny Stevenson, Deputy Attorney General
Jessica Williams, Administrative Specialist II

CALL TO ORDER

Mr. Nelson called the meeting to order at 9:07 a.m.

Board introductions took place for the new Board member, Eric Wahl.

REVIEW OF MINUTES

The Board reviewed the minutes for the February 10, 2011 meeting. Ms. Dunning made a motion, seconded by Mr. Spong, to approve the minutes as presented. Motion was unanimously carried.

UNFINISHED BUSINESS

Review Final Draft of Rules and Regulations

The Board reviewed the proposed draft of Section 4.0 of the Rules and Regulations in regards to experience and education. Ms. Dunning made a motion, seconded by Mr. Bullock to accept the proposed draft. Motion unanimously carried.

The Board reviewed the proposed draft of Section 7.0 of the Rules and Regulations in regards to continuing education. Ms. Dunning made a motion, seconded by Mr. Wahl to accept the proposed draft. Motion unanimously carried.

Ms. Williams informed the Board that Section 207 of the Statute and Section 1.0 of the Rules and Regulations needs to be updated because it still states that the Division of Professional Regulation administers the LARE Exam.

The Board reviewed Section 207 of the Statute and decided to remove the language “National Council of Landscape Architectural Registration Board” and replace it with “Council of Landscape Architectural Registration Board”. The Board also determined that it would be best to add additional language to Section 207 of the Statute to state that the “Board shall accept examination results directly from CLARB”. Mr. Stevenson will make the additional changes.

Review Drafts for Newsletter

The Board reviewed the drafts that were prepared by individual members for the newsletter. The Board determined that it would be best to have a spring and winter newsletter. Ms. Dunning made a motion, seconded by Mr. Spong to accept the drafts. Motion unanimously carried. Ms. Williams will draft the newsletter and send it to the Board members via e-mail prior to sending out a mass e-mail to all licensees.

Strategic Plan

Mr. Spong questioned if the statute was a practice law or title law within the State of Delaware. Although the Statute appears to be a title law, CLARB’s website shows that Delaware is a practice law. Mr. Spong volunteered to meet with Denise Husband, the President Elect for CLARB, to discuss this further.

NEW BUSINESS

Ratification of Applications for Licensure by Reciprocity

Ms. Dunning made a motion, seconded by Mr. Bullock, to ratify the application for licensure by reciprocity for Winifred Gordon. Motion unanimously carried.

Ms. Dunning made a motion, seconded by Mr. Bullock, to ratify the application for licensure by reciprocity for Daniel Rieden. Motion unanimously carried.

Ms. Dunning made a motion, seconded by Mr. Bullock, to ratify the application for licensure by reciprocity for Harrison Saunders. Motion unanimously carried.

Ratification of Applications for Certificate of Authorization

Ms. Dunning made a motion, seconded by Mr. Spong, to ratify the application for certificate of authorization for Ayers Saint Gross, Inc. Motion carried with Mr. Wahl abstaining.

Ms. Dunning made a motion, seconded by Mr. Spong, to ratify the application for certificate of authorization for DeBilbiss Landscape Architects Inc. Motion carried with Mr. Wahl abstaining.

Ms. Dunning made a motion, seconded by Mr. Spong, to ratify the application for certificate of authorization for EDC, LLC (DBA Element Design Group). Motion carried with Mr. Wahl abstaining.

Ms. Dunning made a motion, seconded by Mr. Spong, to ratify the application for certificate of authorization for Garden Design Group, Inc. Motion carried with Mr. Wahl abstaining.

Ms. Dunning made a motion, seconded by Mr. Spong, to ratify the application for certificate of authorization for H.M.R. Associates, LLC. Motion carried with Mr. Wahl abstaining.

Ms. Dunning made a motion, seconded by Mr. Spong, to ratify the application for certificate of authorization for KA, Inc. Motion carried with Mr. Wahl abstaining.

Ms. Dunning made a motion, seconded by Mr. Spong, to ratify the application for certificate of authorization for KMS Design Group, LLC. Motion carried with Mr. Wahl abstaining.

Ms. Dunning made a motion, seconded by Mr. Spong, to ratify the application for certificate of authorization for McCormick Taylor, Inc. Motion carried with Mr. Wahl abstaining.

Ms. Dunning made a motion, seconded by Mr. Spong, to ratify the application for certificate of authorization for Morris & Ritchie Associates, Inc. Motion carried with Mr. Wahl abstaining.

Ms. Dunning made a motion, seconded by Mr. Spong, to ratify the application for certificate of authorization for Oasis Design Group, Inc. Motion carried with Mr. Wahl abstaining.

Ms. Dunning made a motion, seconded by Mr. Spong, to ratify the application for certificate of authorization for RPZ Designs. Motion carried with Mr. Wahl abstaining.

Ms. Dunning made a motion, seconded by Mr. Spong, to ratify the application for certificate of authorization for Stone Hill Design Associates, Inc. Motion carried with Mr. Wahl abstaining.

Ms. Dunning made a motion, seconded by Mr. Spong, to ratify the application for certificate of authorization for Studio Bryan Hanes, LLC. Motion carried with Mr. Wahl abstaining.

Ms. Dunning made a motion, seconded by Mr. Spong, to ratify the application for certificate of authorization for ThinkGreen, LLC. Motion carried with Mr. Wahl abstaining.

Ms. Dunning made a motion, seconded by Mr. Spong, to ratify the application for certificate of authorization for URS Corporation. Motion carried with Mr. Wahl abstaining.

Ratification of Applications to Sit for the LARE Exam

Mr. Spong made a motion, seconded by Ms. Dunning, to ratify the application to sit for the LARE Exam for Chad Carter. Motion unanimously carried.

Mr. Spong made a motion, seconded by Ms. Dunning, to ratify the application to sit for the LARE Exam for Laura Enghofer. Motion unanimously carried.

Review of Application for Licensure by Reciprocity

Mr. Bullock made a motion, seconded by Ms. Dunning, to approve the application for licensure by reciprocity for Christopher Fortner. Motion unanimously carried.

Review Requests of Inactive Status

Mr. Spong made a motion, seconded by Ms. Dunning, to approve inactive status for William Frederick Jr. The motion carried unanimously.

CE Audit Review

The Board reviewed the audit information submitted by the licensees who were selected for random audit. Ms. Dunning made a motion, seconded by Mr. Bullock, to send certified letters to licensees who were deficient, stating they have 90 days to make up the deficiency. Motion unanimously carried.

Mr. Dunning made a motion, seconded by Mr. Wahl to waive Donna Sanders and Debra Kay Wittle from the audit because they should not have been selected for review. Motion unanimously carried.

Other Business before the Board (For Discussion Only)

There was no other business before the Board.

Correspondence

There was no correspondence.

Public Comment

There was no public comment.

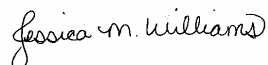
Next Meeting Date

The Board will hold the next meeting on August 18, 2011, at 9:00 a.m. in Conference Room “B” of the Cannon Bldg., 861 Silver Lake Blvd., Dover, Delaware.

Adjournment

Mr. Bullock made a motion, seconded by Ms. Dunning, to adjourn. There being no further business before the board, the meeting adjourned at 11:14 a.m.

Respectfully submitted,



Jessica Williams, Administrative Specialist II
Board of Landscape Architects